

About this guide

Steps to open your **dynamic access QR** from the Profile tab when your community enables the digital key for your account.

The QR refreshes periodically; use it at EPASS readers as indicated by your administrator.

BEFORE YOU START

- You are signed in to EPASS and open the **Home** tab → **Profile**.
- Your user profile has **digital key** enabled (the ****Generate QR**** tile is visible; if it does not appear, your account may not include this option).
- You know where the access reader is (door, turnstile, etc.).

WHAT YOU WILL DO

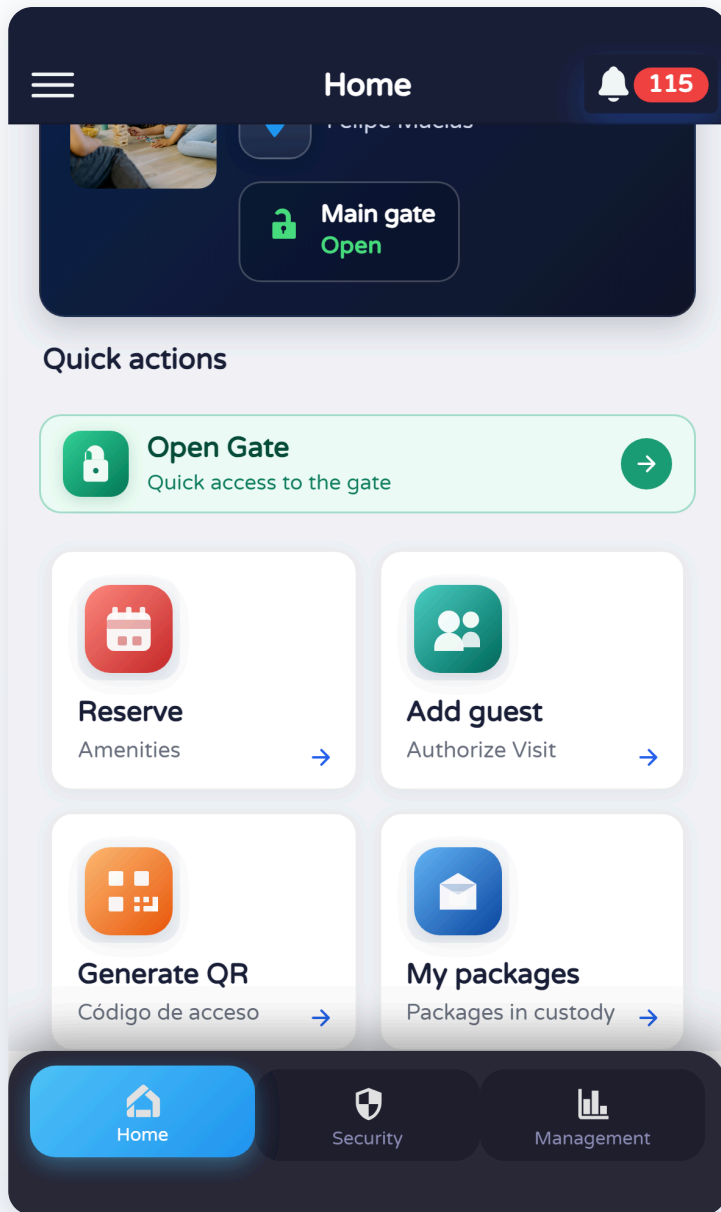
On **Profile**, scroll until you see **Generate QR**, open it, and display the code on screen for scanning.

STEPS

STEP 1 Open Profile and scroll to Generate QR

From **Profile**, **scroll down** the dashboard if needed until you see the tile **Generate QR** (access code) with the QR icon.

If you do not see this tile, your profile may not have the digital key — ask your administrator.

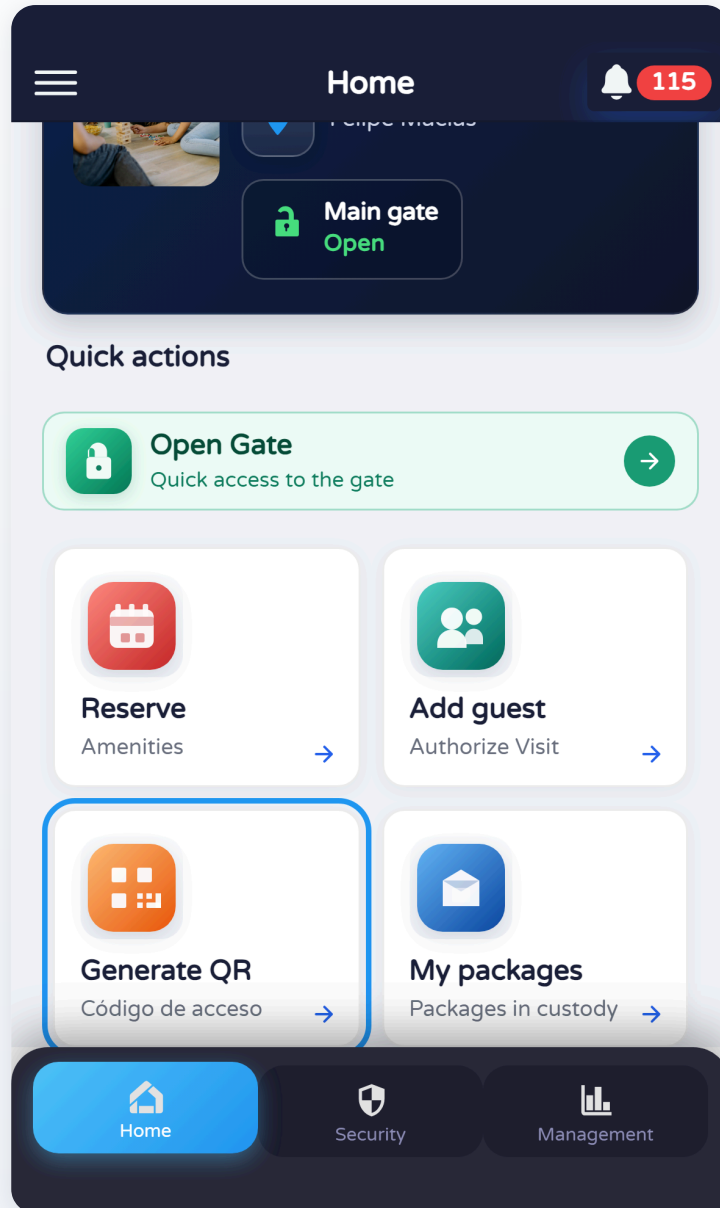


Profile — Generate QR tile

STEP 2 Tap the tile

Tap **Generate QR** to open the **Digital Key** screen (modal) with your dynamic code.

Screenshots may show a blue outline around the tile — that highlight is only for the manual.

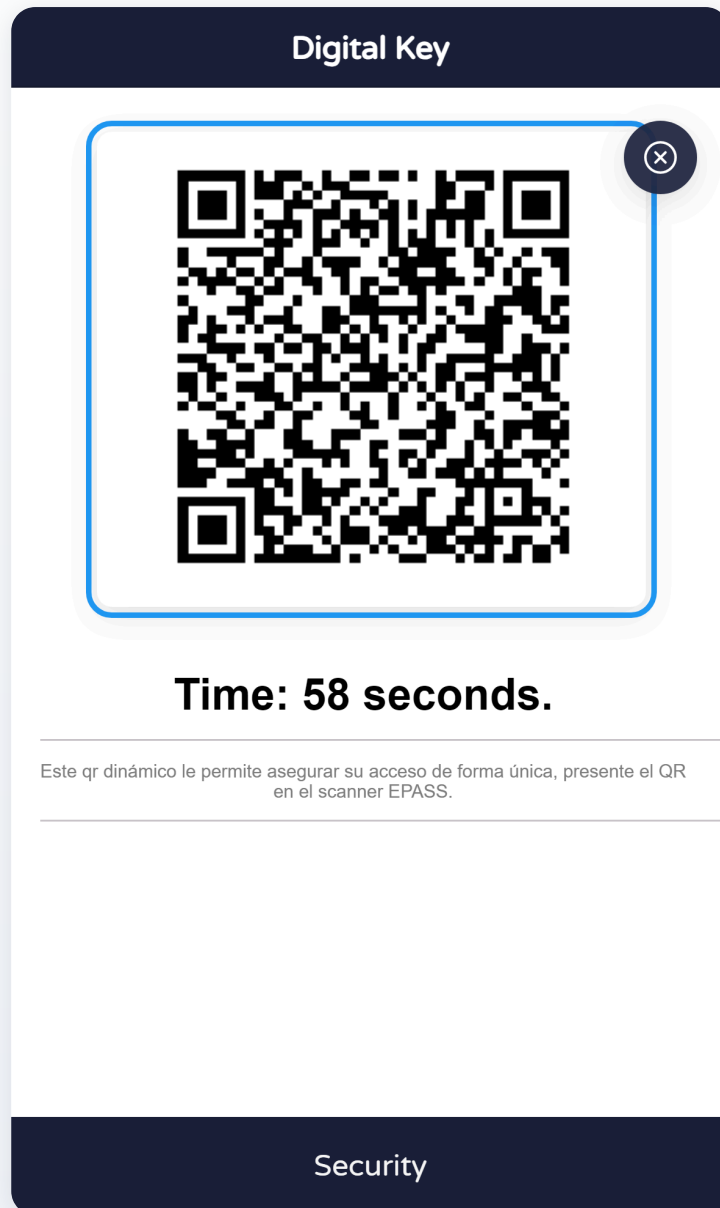


Profile — tap Generate QR

STEP 3 Show the QR at the reader

When the code appears, present it to the **EPASS** reader. Close the screen with the **close** control when you are done.

Some labels in this screen may appear in a fixed language in the app; the manual text is available in English and Spanish.



Digital Key — dynamic QR

QUICK TIPS

- If the QR does not load, check your connection and try again; the countdown or timer text is shown on the same screen.



Thank you for using EPASS

Help guide for opening the access QR from Profile.

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